

BYLAWS
OF THE SHASTA COUNTY
JUVENILE JUSTICE COORDINATING COUNCIL

ARTICLE I
NAME

The name of this organization shall be the Shasta County Juvenile Justice Coordinating Council (JJCC).

ARTICLE II
AUTHORITY

This organization is authorized by Welfare and Institutions Code Section 749.22.

ARTICLE III
PURPOSE

The purposes of the Shasta County Juvenile Justice Coordinating Council shall be:

1. To develop and implement a continuation of county-based responses to juvenile crime.
2. To set priorities for the use of granted or allocated funding for juvenile justice activities when applicable.
3. To develop a comprehensive, multi-agency juvenile justice plan (Juvenile Justice Local Action Plan) that identifies resources and strategies for providing an effective continuum of responses for the prevention, intervention, supervision, treatment, and incarceration of juvenile offenders, including strategies to develop and implement locally based or regionally based out-of-home placement options for the youths who are persons described under Section 602 of the Welfare & Institutions Code.
4. Through a subcommittee established pursuant to Welfare & Institutions Code Section 1995, to develop a comprehensive plan (DJJ Realignment Plan) describing the facilities, programs, placements, services, supervision, and reentry strategies that are needed to provide appropriate rehabilitation and supervision services for the population described in subdivision (b) of Welfare & Institutions Code Section 1990 (youth who are eligible for commitment to the Division of Juvenile Justice (DJJ) prior to its closure, and shall further be defined as persons who are adjudicated to be a ward of the Juvenile Court based on an offense described in subdivision (b) of Welfare & Institutions Code Section 707 or an offense described in Section 290.008 of the Penal Code).

ARTICLE IV
DUTIES

The Juvenile Justice Coordinating Council shall have the following duties:

1. Assist the Chief Probation Officer in developing a comprehensive, multi-agency juvenile justice plan (Juvenile Justice Local Action Plan) to provide a continuum of responses for the prevention, intervention, supervision, treatment, and incarceration of juvenile offenders in accordance with Welfare and Institutions Code Section 749.22 and Government Code Section 30061.
2. Through a subcommittee established pursuant to Welfare & Institutions Code section 1995, assist the Chief Probation Officer in developing a comprehensive plan (DJJ Realignment Plan) describing the facilities, programs, placements, services, supervision, and reentry strategies that are needed to provide appropriate rehabilitation and supervision services for the population described in subdivision (b) of Section 1990 of the Welfare & Institutions Code.
3. Assist the Chief Probation Officer in developing strategies, interventions, and programs in accordance with the Juvenile Justice Crime Prevention Act Program and Youthful Offender Block Grant described in Senate Bill (SB) 81 of 2007 and Welfare & Institutions Code Section 1961.
4. At least annually, review, and modify if necessary, the Juvenile Justice Local Action Plan.
5. Through a subcommittee established pursuant to Welfare & Institutions Code section 1995, at least annually, review, and modify if necessary, the DJJ Realignment Plan.

ARTICLE V
MEMBERSHIP

1. Pursuant to Welfare and Institutions Code, Section 749.22 and Welfare & Institutions Code Section 1995, in addition to the Chief Probation Officer serving as the Chair, voting members shall include at a minimum, but not be limited to, one representative from the following agencies:
 - The Chief Probation Officer (Chair)
 - Sheriff's Office
 - District Attorney's Office
 - Public Defender's Office
 - Board of Supervisors
 - Department of Social Services (which is consolidated within the Shasta County Health & Human Services Agency)

- Department of Mental Health (which is consolidated within the Shasta County Health & Human Services Agency)
 - County Office of Education or a school district
 - a City Police Department
 - a community based drug and alcohol program
 - an at-large community representative
 - nonprofit community based organizations providing services to minors
2. Except for the member representing the Board of Supervisors, nominations for members will be brought to the Council through the Chair. The Council will then, by majority vote, make recommendations to the Board of Supervisors. The Board of Supervisors will then approve final appointments by majority vote.
 3. The member representing the Board of Supervisors will be designated directly by the Board of Supervisors.
 4. The Chair may recommend to the Board of Supervisors the termination of a Council member, without cause, upon a motion by any member of the Council and a majority vote of the Council. When this occurs, upon approval by the Board of Supervisors of the recommendation, the Chair must fill the vacated position as soon as possible following the process pursuant to number 2 of this section.
 5. If a Council member fails to attend three consecutive Council meetings without the absence being authorized by the Chair or if the Council member has not arranged for an alternate member to represent him or her, it will result in termination of the Council member.
 6. A member may resign at any time by giving written notice to the Council. The resignation shall become effective the date the notice is received in writing or at a later time specified in the notice. The resignation need not be accepted to be effective.
 7. Upon the resignation or termination of an appointed Council member, except for the member representing the Board of Supervisors, the Council Chair shall follow the process outlined in number 2 of this section for replacement of the Council member.
 8. Alternate Members
 - a. Each Council member shall designate in writing, provided to the Chair, an alternate member to represent the member at a Council meeting in the event the Council member is unable to attend a Council meeting. Such alternate members shall be approved by the Board of Supervisors.
 - b. When representing a Council member at a Council meeting, the alternate member shall have the same voting power as the regular member.

ARTICLE VI CHAIR

The term of office for the Council Chair shall be concurrent with his/her term as Chief Probation Officer. The Chair shall preside at all meetings. If the Chair is unavailable, the Assistant Chief Probation Officer may serve as Chair as the alternate for the Chief Probation Officer.

Each Council member shall serve an indefinite term, concurrent with his/her service to the organization he/she represents, until membership is terminated, or the Council member resigns.

ARTICLE VII MEETINGS AND PROCEDURES

The Juvenile Justice Coordinating Council and its Committees shall be governed by the Brown Act (Act) and all meetings shall be open to the public in accordance with the provisions of the Act. Should any provision of these by-laws conflict with the Act, the provisions of the Act shall control.

1. Regular Meetings

Regular meetings shall be set at the discretion of the Chair but must be held at least once annually. Notices and agendas will be posted in accordance with the provisions of the Act.

2. Special Meetings

A Special Meeting may be called at any time by the Chair upon written request specifying the general nature of the business proposed. An agenda and notice will be posted in accordance with the provisions of the Act.

3. Quorum and Voting Procedure

- a. A simple majority of the members of the Council shall constitute a quorum for the transaction of business at any meeting of members.
- b. Decisions shall be reached through majority voting, which is defined as a majority of the quorum members present. Members or their alternates must be physically present, except when meetings may be held by teleconference as authorized by law.
- c. The Council shall use parliamentary procedures (the current edition of Rosenberg's Rules of Order) to conduct business.

4. Setting the Agenda

- a. The Chair shall designate items for the agenda.

- b. The Chair shall designate Probation Department staff (who are not members of the Council) to contact committee members at least one week prior to the scheduled meeting to solicit requests for agenda items.
 - c. Anyone wishing to provide input shall request inclusion on the agenda by contacting the designated Probation Department staff no later than one week prior to the scheduled meeting.
 - d. Only items listed under “Action Items” on the Council agendas may be voted on by the applicable body.
5. Public Comments
- a. The Council welcomes and encourages public participation in its meetings.
 - b. The “Public Comment” period pursuant to the agenda is when members of the public will have the opportunity to address the Council on any issue within the jurisdiction of the Council, regardless of whether it on the agenda. Speakers will be limited to three minutes.
 - c. In addition, members of the public will have the opportunity to address the Council on a particular action item on the agenda prior to the time that action item is heard. Speakers will be limited to three minutes for each action item.
 - d. The Chair has the discretion to extend or reduce the time for all speakers based on the complexity of the issue and/or the number of speakers requesting to speak.
 - e. The Chair has the discretion to allow public input during the meeting at any time other than during “Public Comment” and “Action Items” for a time period at the discretion of the Chair. However, public comment on Action items shall always occur before or during the Council’s consideration of the Action Item.

ARTICLE VIII SUBCOMMITTEES

1. The Council may designate subcommittees. These subcommittees may include Council members, as well as non-Council members. Subcommittees may be subject to provisions of the Brown Act.
2. Pursuant to Welfare & Institutions Code section 1995, a subcommittee shall be formed to develop a comprehensive DJJ Realignment Plan describing the facilities, programs, placements, services, supervision, and reentry strategies that are needed to provide appropriate rehabilitation and supervision services for the population described in subdivision (b) of Welfare & Institutions Code Section 1990 (youth who are eligible for commitment to the Division of Juvenile Justice (DJJ) prior to its closure, and shall further be defined as persons who are adjudicated to be a ward of the Juvenile Court based on an offense in subdivision (b)

of Welfare & Institutions Code Section 707 or an offense described in Section 290.008 of the Penal Code).

- a. The subcommittee shall be composed of the Chief Probation Officer, as chair, and one representative each from the District Attorney's Office, the Public Defender's Office, the Department of Social Services (which is consolidated within the Shasta County Health & Human Services Agency), the Department of Mental Health (which is consolidated within the Shasta County Health & Human Services Agency), the County Office of Education or a school district, and a representative from the Court. The subcommittee shall also include no fewer than three community members who shall be defined as individuals who have experience providing community-based youth services, youth justice advocates with expertise and knowledge of the juvenile justice system or have been directly involved in the juvenile justice system.

ARTICLE IX CONFLICT OF INTEREST

1. In accordance with the Political Reform Act and all applicable state and federal laws, Council members shall not participate in making any governmental decision in which they have a financial interest.
2. Any member with a disqualifying conflict of interest under the Political Reform Act must, in compliance with the Political Reform Act:
 - a. Publicly state the nature of the conflict in sufficient detail to be understood by the public;
 - b. Recuse himself/herself from discussing and voting on the item; and
 - c. Leave the room until the item has concluded.

Said disclosure shall be noted in the official Council minutes. If allowed by law, the member may be allowed to address the Council as a member of the public. The member must also comply with all other applicable conflict of interest laws.

ARTICLE XII AMENDMENTS

These Bylaws may be adopted, amended or repealed by a majority vote of the Council and shall be effective upon approval of the Board of Supervisors.

Adopted by the Shasta County Juvenile Justice Coordinating Council on January 14, 2021, by an 11-0 vote as reflected in the minutes of the January 14, 2021, meeting of the Shasta County Juvenile Justice Coordinating Council.

DULY PASSED AND ADOPTED this 2nd day of February, 2021, by the Board of Supervisors of the County of Shasta by the following vote:

AYES: Supervisors Moty, Rickert, Jones, Baugh, and Chimenti
NOES: None
ABSENT: None
ABSTAIN: None
RECUSE: None



JOE CHIMENTI, CHAIR
Board of Supervisors
County of Shasta
State of California

ATTEST:

MATTHEW P. PONTES
Clerk of the Board of Supervisors

By:  Deputy